



RICHMOND HISTORICAL SOCIETY
RICHMOND, VERMONT 05477

January 20, 2023

Dear Members of the Richmond Selectboard

Our current lease of 200 square feet (two small rooms) of office space on the 3rd Floor of the Town Center Building expires on May 10, 2023. In accordance with the current Lease Agreement between the Town of Richmond and the Richmond Historical Society, we are requesting that our lease be renewed for two additional years, beginning May 10, 2023, under the same conditions as our current lease. We realize that at some time in the not too distant future there may be some major renovations to the building, but feel that it will probably take up to two years to complete the design and town approval process before any construction might start. Thus, we feel comfortable with a lease with a duration of two years for the same location.

We are very much appreciative of Town of Richmond having given us the opportunity to store our archives in one location and thus having a more suitable space to process them and make them available for research.

Please let us know how you wish to proceed with our request to renew the lease.

Sincerely,

Frances F Thomas

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President

Richmond Historical Society